



Employment Opportunity

Position Title: School Site Coordinator – Cleveland

Position Type: Full time, Regular

Are you passionate about creating an environment for students to succeed? Do you have what it takes to build and nurture school community relationships for the delivery of services to students, parents, and school staff?

Then, **Communities In Schools of Ohio** wants YOU! We're looking for a **Site Coordinator** in **Cleveland**.

Why we'll love you!

- You exhibit the highest work ethic by completing projects on time accurately and thoroughly.
- You are professional, dependable, and reliable.
- You establish and maintain positive relationships with colleagues, students, families, and school staff.
- You take initiative to understand the work and get the job done.
- You can define problems, collect data, establish facts, and draw valid conclusions.
- You have excellent verbal and written communication skills.
- You listen with an open mind and are a team player.
- You accept responsibility for identifying areas for personal growth and knowledge that are relevant to current and future client needs.

Why You'll Love Us!

- Making a difference in the lives of students since 1993, CIS of Ohio works IN schools to ensure students have the resources they need.
- We provide non-academic assistance helping with basic needs like healthcare, nutrition or clothing so young people are better prepared to learn.
- We work hard to help students achieve in areas including attendance, academics, behavior, and social-emotional learning.
- We provide one-on-one mentoring, instilling the confidence to succeed, the belief that education creates opportunity, and setting the expectation for success.
- We work across the community to identify and access resources to support students, families, and schools.
- We work to ensure children have a supportive home life, increase parent-school involvement, and help parents access the services they need.
- We help students build leadership and life skills, explore college, and career options, and understand how their education is connected to their financial future.
- We take students on college visits and link students to career experiences and internships.

Do you have the right stuff?

- BA/BS/BSW required. Associates degree plus relevant experience may be considered.
- Minimum three (3) years of experience working with at-risk children.
- Demonstrated ability to take initiative and be flexible.
- Demonstrated experience working in a collaborate setting.

About Communities In Schools

Making a difference in the lives of students since 1993, CIS of Ohio works IN schools to ensure students have the resources they need. Our mission is to surround students with a community of support to empower them to succeed in school and in life, despite immediate and systemic barriers. Visit our website at www.ciskids.org